



# WASHOE COUNTY

*"Dedicated To Excellence in Public Service"*

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CM/ACM \_\_\_\_\_  
Finance \_\_\_\_\_  
D/A N/A  
Risk Mgmt N/A  
HR N/A

## STAFF REPORT

**BOARD MEETING DATE: NOVEMBER 10, 2015**

**DATE:** October 21, 2015  
**TO:** Board of County Commissioners  
**FROM:** Joan Rueda, CPSM, C.P.M. Buyer, Purchasing  
328-2282 [jrueda@washoecounty.us](mailto:jrueda@washoecounty.us)  
**THROUGH:** Michael L. Sullens, C.P.M., Purchasing and Contracts Manager  
328-2287 [msullens@washoecounty.us](mailto:msullens@washoecounty.us)

**SUBJECT:** Award Invitation to Bid # 2942-16 for Printing Paper/Card Stock/Envelopes to the lowest responsive and responsible bidder, JC Paper, 565 E Glendale Sparks NV 89431 on The behalf of Reprographics, Office of the County Manager, Communications & Engagement Division, and the Washoe County School District; and authorize the Purchasing and Contracts Manager to issue purchase orders to the specified firm, on a requirements basis, for one (1) year, commencing November 11, 2015 through November 10, 2016, with an option for two (2) additional one (1) year renewal periods, provided pricing does not increase beyond that allowed in the bid, for the approximate annual amount for Washoe County of \$120,000 and for the approximate annual amount for Washoe County School District of \$57,000. (All Commission Districts)

### SUMMARY

Award Invitation to Bid # 2942-16 for Printing Paper/Card Stock/Envelopes to the lowest responsive and responsible bidder, JC Paper, 565 E Glendale Sparks NV 89431 on behalf of The Reprographics, Office of the County Manager, Communications & Engagement Division, and the Washoe County School District; and authorize the Purchasing and Contracts Manager to issue purchase orders to the specified firm, on a requirements basis, for one (1) year, commencing November 11, 2015 through November 10, 2016, with an option for two (2) additional one (1) year renewal periods, provided pricing does not increase beyond that allowed in the bid, for the approximate annual amount for Washoe County of \$120,000 and for the approximate annual amount for Washoe County School District of \$57,000.

**Strategic Objective supported by this item:** Stewardship of our community.

### PREVIOUS ACTION

On February 14, 2012, the Board approved (12-135) the award of Invitation to Bid No. 2801-12 on behalf of Washoe County and Washoe County School District to Unisource and JC Paper for the period February 15, 2012 through February 14, 2013 with 2-1 year renewal options.

Agenda Item# 602

**BACKGROUND**

This is a cooperative bid with the Washoe County School District. By combining requirements for printing paper/card stock/envelopes, better pricing was leveraged and agency administrative cost lowered

The resulting purchase award will be on a requirements basis whereby Washoe County and Washoe County School District agree to purchase printing paper/card stock/envelopes requirements from the successful bidder during the effective period of the award. The estimated annual amount for the resulting purchase orders for Washoe County will be \$120,000, and an annual amount of \$57,000 for Washoe County School District.

Sealed bids were opened in the Purchasing Office at 2:30 p.m. on Wednesday, September 2, 2015. The bid was duly advertised in the newspaper and through the online services of [www.DemandStar.com](http://www.DemandStar.com). Three (3) bids were received, two were in good order, one was incomplete. Three companies were non-responsive. The Reprographics, Office of the County Manager, Communications & Engagement Division, and Washoe County School District reviewed the bids and based on lowest overall cost opted to go with one supplier for all items. Due to the length of the bid, bid tabulation sheets have been attached in order to ascertain specific prices submitted by each bidder in order that the Board may better understand the details of each individual bid item. Bid Schedule, Attachment A, reflects Washoe County's requirements, and Attachment B, reflects Washoe County School District requirements. The recommended bidder, JC Paper was the lowest responsive and responsible bidders for items to be awarded.

**Responding Bidders:**

J C Paper  
565 E. Glendale Ave.  
Sparks, NV 89431

Metro Office Solutions  
456 Chevalier Court  
Sparks NV 89435

Office Depot Max  
2990 Northtowne Lane  
Reno NV 89512

**Non-Responsive**

It's My Community Store  
Staples  
Contract Paper Group

**FISCAL IMPACT**

The budget authority for printing services, including the items identified in this bid award, are allocated annually within each user department's budget, as well as \$20,000 in the Reprographics, Office of the County Manager, Communications & Engagement Division budget for inventory (101605-710350). Expenditures are made from a clearing account (101620-710350), then charged back to individual departments monthly, based on usage.

**RECOMMENDATION**

It is recommended that the Invitation to Bid # 2942-16 for Printing Paper/Card Stock/Envelopes be awarded lowest responsive and responsible bidder, JC Paper, on behalf of Reprographics, Office of the County Manager, Communications & Engagement Division, and the Washoe County School District; and authorize the Purchasing and Contracts Manager to issue purchase orders to J C Paper, on a requirements basis, for one (1) year, commencing November 11, 2015 through November 10, 2016, with an option for two (2) additional one (1) year renewal periods, provided pricing does not increase beyond that allowed in the bid, for the approximate annual amount for Washoe County of \$120,000.00 and for the approximate annual amount for Washoe County School District of \$57,000.00.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to award Invitation to Bid # 2942-16 for Printing Paper/Card Stock/Envelopes on behalf of Washoe County and Washoe County School District, as recommended by staff.”

MLS:fjr

Previous

Attachment "A"  
Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.         | Description            | Color      | Unit of Purchase | Estimated Annual Quantity | JC PAPER     |                |                |                | Office Depot Max |                | Metro        |                |
|----------------------|------------------------|------------|------------------|---------------------------|--------------|----------------|----------------|----------------|------------------|----------------|--------------|----------------|
|                      |                        |            |                  |                           | Virgin Paper |                | Recycled Paper |                | Virgin Paper     |                | Virgin Paper |                |
|                      |                        |            |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price       | Extended Total | Unit Price   | Extended Total |
| Lot 1<br>Index Paper |                        |            |                  |                           |              |                |                |                |                  |                |              |                |
| 1                    | Index Paper, 90 Pound  |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | 8-1/2" x 11"           | Britewhite | Case             | 5                         |              | \$ -           | \$ 41.54       | \$ 207.70      | \$ 41.12         | \$ 205.60      | \$ 48.01     | \$ 240.06      |
|                      | 2000 sheets/case       |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | Domtar or Neehah Exact |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | No Substitutes         |            |                  |                           |              |                |                |                |                  |                |              |                |
| 2                    | Index Paper, 90 Pound  |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | 8-1/2" x 11"           | Various    | Case             | 5                         |              | \$ -           | \$ 43.72       | \$ 218.60      | \$ 49.28         | \$ 246.40      | \$ 41.18     | \$ 205.88      |
|                      | 2000 sheets/case       | Colors     |                  |                           |              |                |                |                |                  |                |              |                |
|                      | Domtar or Neehah Exact |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | No Substitutes         |            |                  |                           |              |                |                |                |                  |                |              |                |
| 3                    | Index Paper, 110 Pound |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | 8-1/2" x 11"           | Britewhite | Case             | 20                        |              |                | \$ 50.80       | \$ 1,016.00    | \$ 52.00         | \$ 1,040.00    | \$ 57.04     | \$ 1,140.71    |
|                      | 2000 sheets/case       |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | Domtar or Neehah Exact |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | No Substitutes         |            |                  |                           |              |                |                |                |                  |                |              |                |
| 4                    | Index Paper, 110 Pound |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | 8-1/2" x 11"           | Various    | Case             | 50                        |              |                | \$ 53.46       | \$ 2,673.00    | \$ 52.00         | \$ 2,600.00    | \$47.06      | \$ 2,353.00    |
|                      | 2000 sheets/case       |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | Domtar or Neehah Exact |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | No Substitutes         |            |                  |                           |              |                |                |                |                  |                |              |                |
| 5                    | Index Paper, 110 Pound | White      | Case             | 5                         |              | \$ -           | \$ 64.70       | \$ 323.50      |                  | \$ -           | \$67.67      | \$ 338.35      |
|                      | 8 1/2" x 14"           |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | 2000 sheets/case       |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | Wausau Exact           |            |                  |                           |              |                |                |                |                  |                |              |                |
|                      | No Substitutes         |            |                  |                           |              |                |                |                |                  |                |              |                |

Firm Name: \_\_\_\_\_

Attachment "A"  
Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.   | Description                        | Color      | Unit of Purchase | Estimated Annual Quantity | Virgin Paper |                | Recycled Paper |                | Virgin Paper |                | Virgin Paper |                |
|--|------------------------------------|------------|------------------|---------------------------|--------------|----------------|----------------|----------------|--------------|----------------|--------------|----------------|
|  |                                    |            |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price   | Extended Total | Unit Price   | Extended Total |
| 6  | Index Paper, 110 Pound             |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 11" x 17"                          | Britewhite | Case             | 15                        |              | \$ -           | \$ 66.40       | \$ 996.00      |              | \$ -           | \$47.06      | \$ 705.90      |
|  | 500 sheets/case                    |            |                  |                           |              |                |                |                |              |                |              |                |
|  | Domtar or Neehah Exact             |            |                  |                           |              |                |                |                |              |                |              |                |
|  | No Substitutes                     |            |                  |                           |              |                |                |                |              |                |              |                |
| 7  | Index Paper, 110 Pound             |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 22-1/2" x 35"                      | Various    | Case             | 6                         |              | \$ -           | \$ 103.40      | \$ 620.40      | \$ 75.80     | \$ 454.80      | \$95.29      | \$ 571.74      |
|  | 500 sheets/case                    | Colors     |                  |                           |              |                |                |                |              |                |              |                |
|  | Domtar No Substitutes              |            |                  |                           |              |                |                |                |              |                |              |                |
| Lot 2  |                                    |            |                  |                           |              |                |                |                |              |                |              |                |
| Colored Bond Paper - Premium #4 Sulphite, Long Grain, 86 Brightn |                                    |            |                  |                           |              |                |                |                |              |                |              |                |
| 8  | Bond Paper, 20 pound               |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 8-1/2" x 11"                       | Various    | Case             | 240                       |              | \$ -           | \$ 48.90       | \$ 11,736.00   | \$ 49.10     | \$ 11,784.00   | \$57.77      | \$ 13,864.80   |
|  | 5000 sheets/case                   | Colors     |                  |                           |              |                |                |                |              |                |              |                |
| 9  | Bond Paper, 20 Pound               |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 8-1/4" x 14"                       | Various    | Case             | 10                        |              | \$ -           | \$ 65.55       | \$ 655.50      | \$ 69.40     | \$ 694.00      | \$82.11      | \$ 821.10      |
|  | 5000 sheets/case                   | Colors     |                  |                           |              |                |                |                |              |                |              |                |
| 10   | Bond Paper, 20 Pound               |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 11" x 17"                          | Various    | Case             | 50                        |              | \$ -           | \$ 51.53       | \$ 2,576.50    | \$ 52.85     | \$ 2,642.50    | \$52.94      | \$ 2,647.00    |
|  | 2500 sheets/case                   | Colors     |                  |                           |              |                |                |                |              |                |              |                |
| Lot 3  |                                    |            |                  |                           |              |                |                |                |              |                |              |                |
| Astrobrights Colored Paper                                       |                                    |            |                  |                           |              |                |                |                |              |                |              |                |
| 11   | Astrobrights, Text Paper, 60 Pound |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 8-1/2" x 11"                       | Various    | Ream             | 200                       |              | \$ -           | \$ 6.78        | \$ 1,356.00    | \$ 7.87      | \$ 1,574.00    | \$10.11      | \$ 2,022.00    |
|  | Smooth Finish                      | Colors     |                  |                           |              |                |                |                |              |                |              |                |
|  | 500 sheets/ream                    |            |                  |                           |              |                |                |                |              |                |              |                |
| 12   | Astrobrights, Text Paper, 60 Pound |            |                  |                           |              |                |                |                |              |                |              |                |
|  | 8-1/2" x 14"                       | Various    | Ream             | 10                        |              | \$ -           | \$ 8.64        | \$ 86.40       |              | \$ -           | \$11.84      | \$ 118.40      |
|  | Smooth Finish                      | Colors     |                  |                           |              |                |                |                |              |                |              |                |

Firm Name: \_\_\_\_\_

Attachment "A"  
Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.                   | Description   | Color   | Unit of Purchase | Estimated Annual Quantity | Virgin Paper |                | Recycled Paper |                | Virgin Paper |                | Virgin Paper |                |
|--------------------------------|---|---------|------------------|---------------------------|--------------|----------------|----------------|----------------|--------------|----------------|--------------|----------------|
|                                |   |         |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price   | Extended Total | Unit Price   | Extended Total |
|                                | 500 sheets/ream   |         |                  |                           |              |                |                |                |              |                |              |                |
| 13                             | Astrobrights, Text Paper, 60 Pound<br>11" x 17"                   | Various |                  |                           |              |                |                |                |              |                |              |                |
|                                | Smooth Finish   | Colors  | Ream             | 10                        |              | \$ -           | \$ 13.50       | \$ 135.00      |              | \$ -           | \$ 18.59     | \$ 185.90      |
|                                | 500 sheets/ream   |         |                  |                           |              |                |                |                |              |                |              |                |
| 14                             | Astrobrights, Cover paper, 65 Pound<br>8-1/2" x 11"               | Various | Ream             | 10                        |              | \$ -           | \$ 6.72        | \$ 67.20       | \$ 8.17      | \$ 81.70       | \$ 11.46     | \$ 114.60      |
|                                | Smooth Finish   | Colors  |                  |                           |              |                |                |                |              |                |              |                |
|                                | 250 sheets/ream   |         |                  |                           |              |                |                |                |              |                |              |                |
| Lot 4<br>Bond/Text/Cover Stock |   |         |                  |                           |              |                |                |                |              |                |              |                |
| 15                             | Bond, 20 Pound<br>8-1/2" x 11"                                    | White   | Ream             | 130                       | \$ 10.42     | \$ 1,354.60    |                | \$ -           | \$ 12.29     | \$ 1,597.70    | \$ 12.31     | \$ 1,600.30    |
|                                | Capitol Bond, Watermarked<br>Light Cockle Finish, 500 sheets/ream |         |                  |                           |              |                |                |                |              |                |              |                |
|                                | No Substitute   |         |                  |                           |              |                |                |                |              |                |              |                |
| 16                             | Bond, 24 Pound<br>11" x 17"                                       | White   | Ream             | 207                       | \$ 25.01     | \$ 5,177.07    |                | \$ -           | \$ 15.10     | \$ 3,125.70    | \$ 30.20     | \$ 6,251.40    |
|                                | Capitol Bond, Watermarked<br>Light Cockle Finish, 500 sheets/ream |         |                  |                           |              |                |                |                |              |                |              |                |
|                                | No Substitute   |         |                  |                           |              |                |                |                |              |                |              |                |
| 17                             | Bond Paper 24/60 Pound<br>8-1/2" x 11" 500 sheets/ream            | White   | Ream             | 600                       | \$ 4.64      | \$ 2,784.00    |                | \$ -           | \$ 4.44      | \$ 2,664.00    | \$ 4.56      | \$ 2,736.00    |
|                                | Hammermill Fore MP<br>No Substitute                               |         |                  |                           |              |                |                |                |              |                |              |                |
| 18                             | Bond Paper 24/60 Pound<br>11" x 17" 500 sheets/ream               | White   | Ream             | 500                       | \$ 9.93      | \$ 4,965.00    |                | \$ -           | \$ 3.51      | \$ 1,755.00    | \$ 10.88     | \$ 5,440.00    |
|                                | Hammermill Fore MP  |         |                  |                           |              |                |                |                |              |                |              |                |

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Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.                              | Description  | Color      | Unit of Purchase | Estimated Annual Quantity | Virgin Paper |                | Recycled Paper |                | Virgin Paper |                | Virgin Paper |                |
|---|--|------------|------------------|---------------------------|--------------|----------------|----------------|----------------|--------------|----------------|--------------|----------------|
|   |  |            |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price   | Extended Total | Unit Price   | Extended Total |
|   | No Substitute  |            |                  |                           |              |                |                |                |              |                |              |                |
| 19  | Bond, 24 Pound   |            |                  |                           |              |                |                |                |              |                |              |                |
|   | 8-1/2" x 11" 500 sheets/ream   | Recycled   | Ream             | 120                       | \$ -         | \$ -           | \$ 14.83       | \$ 1,779.60    | \$ 4.94      | \$ 592.80      | \$ 22.64     | \$ 2,716.80    |
|   | Classic Laid Imaging   | Natural    |                  |                           |              |                |                |                |              |                |              |                |
|   | No Substitute  | White      |                  |                           |              |                |                |                |              |                |              |                |
| 20  | Cover, 80 Pound  |            |                  |                           |              |                |                |                |              |                |              |                |
|   | 8-1/2" x 11" 250 sheets/ream   | Recycled   | Ream             | 24                        | \$ -         | \$ -           | \$ 17.34       | \$ 416.16      | \$ 15.85     | \$ 380.40      | \$ 21.09     | \$ 506.16      |
|   | Classic Crest  | Natl White |                  |                           |              |                |                |                |              |                |              |                |
| 21  | Cover, 80 Pound  |            |                  |                           |              |                |                |                |              |                |              |                |
|   | 12" x 18"  | White      | Case             | 15                        | \$ -         | \$ -           | \$ 52.71       | \$ 790.65      | \$ 37.01     | \$ 555.15      | \$ 57.41     | \$ 861.15      |
|   | Mohawk Silk Cover  |            |                  |                           |              |                |                |                |              |                |              |                |
|   | No Substitute  |            |                  |                           |              |                |                |                |              |                |              |                |
| 22  | Cover Classic Linen 100 Pound  |            |                  |                           |              |                |                |                |              |                |              |                |
|   | 26" x 40"  | Natl White | Case             | 5                         | \$ 397.62    | \$ 1,988.10    |                | \$ -           |              | \$ -           | \$ 359.76    | \$ 1,798.80    |
| Lot 5                                     |  |            |                  |                           |              |                |                |                |              |                |              |                |
| NCR Superior Reverse Sequence Precollated |  |            |                  |                           |              |                |                |                |              |                |              |                |
| 23  | 8-1/2" x 11" 2-Part, Canary CF, White CB, 5000 sheets/case           |            | Case             | 35                        | \$ 116.80    | \$ 4,088.00    |                | \$ -           | \$ 44.08     | \$ 1,542.80    | \$ 137.53    | \$ 4,813.55    |
| 24  | 8-1/2" x 11" 2-Part, Pink CF, White CB, 5000 sheets/case             |            | Case             | 15                        | \$ 116.80    | \$ 1,752.00    |                | \$ -           | \$ 44.08     | \$ 661.20      | \$ 137.53    | \$ 2,062.94    |
| 25  | 8-1/2" x 11" 3-Part, Pink CF, Canary CFB, White CB, 5010 sheets/case |            | Case             | 30                        | \$ 131.30    | \$ 3,939.00    |                | \$ -           | \$ 38.66     | \$ 1,159.80    | \$ 155.00    | \$ 4,650.00    |
| Lot 5                                     |  |            |                  |                           |              |                |                |                |              |                |              |                |
| NCR Superior Reverse Sequence Precollated |  |            |                  |                           |              |                |                |                |              |                |              |                |

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Attachment "A"  
Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.       | Description  | Color  | Unit of Purchase | Estimated Annual Quantity | Virgin Paper |                | Recycled Paper |                | Virgin Paper |                | Virgin Paper |                |
|--------------------|--|--------|------------------|---------------------------|--------------|----------------|----------------|----------------|--------------|----------------|--------------|----------------|
|                    |  |        |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price   | Extended Total | Unit Price   | Extended Total |
| 26                 | 8-1/2" x 11" 4-Part, Goldenrod CF, Pink CFB, Canary CFB, White CB, 5000 sheets/case            |        | Case             | 10                        | \$ 140.35    | \$ 1,403.50    |                | \$ -           | \$ 48.95     | \$ 489.50      | \$ 165.35    | \$ 1,653.53    |
| 27                 | 8-1/2" x 11" 5-Part, Goldenrod CF, Green CFB, Pink CFB, Canary CFB, White CB, 5000 sheets/case |        | Case             | 2                         | \$ 144.30    | \$ 288.60      |                | \$ -           |              | \$ -           | \$ 134.71    | \$ 269.41      |
| 28                 | 11" x 17" 2-Part, Canary CF, White CB, 2500 sheets/case  |        | Case             | 30                        | \$ 115.65    | \$ 3,469.50    |                | \$ -           |              | \$ -           | \$ 136.24    | \$ 4,087.06    |
| 29                 | 11" x 17" 3-Part, Pink CF, Canary CFB, White CB, 2505 sheets/case                              |        | Case             | 25                        | \$ 130.35    | \$ 3,258.75    |                | \$ -           |              | \$ -           | \$ 153.88    | \$ 3,847.06    |
| 30.                | 11" x 17" 4-Part, Goldenrod CF, Pink CFB, Canary CFB, White CB, 2500 sheets/case               |        | Case             | 130                       | \$ 139.35    | \$ 18,115.50   |                | \$ -           |              | \$ -           | \$ 164.12    | \$ 21,335.29   |
| Lot 6<br>Envelopes |  |        |                  |                           |              |                |                |                |              |                |              |                |
| 31                 | #10-24# Regular, 2500/case   | White  | Case             | 200                       | \$ 46.50     | \$ 9,300.00    |                | \$ -           | \$ 31.88     | \$ 6,376.00    | \$ 72.47     | \$ 14,494.12   |
| 32                 | #10-24# Window, 2500/case  | White  | Case             | 200                       | \$ 53.38     | \$ 10,676.00   |                | \$ -           | \$ 40.93     | \$ 8,186.00    | \$ 44.35     | \$ 8,870.59    |
| 33                 | #10-28# Regular, 2500/case   | Manila | Case             | 40                        |              | \$ -           |                | \$ -           | \$ 92.35     | \$ 3,694.00    | \$ 74.35     | \$ 2,974.12    |

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Washoe County Requirements

Washoe County ITB 2942-16  
Printing Paper/Card Stock/ Envelopes

| Bid Item No.   | Description   | Color                  | Unit of Purchase | Estimated Annual Quantity | Virgin Paper |                | Recycled Paper |                | Virgin Paper |                | Virgin Paper |                |
|--|---|------------------------|------------------|---------------------------|--------------|----------------|----------------|----------------|--------------|----------------|--------------|----------------|
|  |   |                        |                  |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Unit Price   | Extended Total | Unit Price   | Extended Total |
| 34   | #9-24 Regular, 2500/case  | White                  | Case             | 100                       | \$ 46.50     | \$ 4,650.00    |                | \$ -           | \$ 59.50     | \$ 5,950.00    | \$ 37.14     | \$ 3,714.12    |
| 35   | #9-28# Regular, 2500/case   | Manila                 | Case             | 80                        |              | \$ -           |                | \$ -           | \$ 115.45    | \$ 9,236.00    | \$ 54.29     | \$ 4,343.53    |
| 36   | #10-24# Classic Laid Imaging, 2500/case   | Recycled Natural White | Case             | 20                        |              | \$ -           | \$ 175.63      | \$ 3,512.60    | \$ 50.70     | \$ 1,014.00    | \$ 226.85    | \$ 4,536.94    |
| 37   | 28# Catalog, Open End, Non-Clasp Various Sizes, Variety of Quantity per case per size | Manila                 | Case             | 40                        |              | \$ -           |                | \$ -           | \$ 124.30    | \$ 4,972.00    | \$ 39.86     | \$ 1,594.35    |
| Delivery Address:  |   |                        |                  |                           |              | \$ 77,209.62   |                | \$ 29,166.81   |              | \$ 75,275.05   |              | \$130,486.66   |
| Washoe County Repro  |   |                        |                  |                           |              |                |                |                |              | incomplete     |              |                |
| 1001 E. 9th Street,  |   |                        |                  |                           |              |                |                | \$106,376.43   |              |                |              |                |
| Bldg C, Room C-145   |   |                        |                  |                           |              |                |                |                |              |                |              |                |
| Reno, NV 89512   |   |                        |                  |                           |              |                |                |                |              |                |              |                |
| Please indicate any additional discount that would apply to combined orders that reach a certain minimum order |   |                        |                  |                           |              |                |                |                |              |                |              |                |

Firm Name: \_\_\_\_\_

Attachment "B"  
 Bid Schedule for  
 Washoe County School District Requirements

Washoe County ITB 2942-16  
 Printing Paper/Card Stock/Envelopes

| Bid Item No.                        | Description                     | Color     | Unit | Estimated Annual Quantity | JC PAPER     |                |                |                |                      |             | Metro          |             |                      | Office Depot Max |                |                |             |
|-------------------------------------|---------------------------------|-----------|------|---------------------------|--------------|----------------|----------------|----------------|----------------------|-------------|----------------|-------------|----------------------|------------------|----------------|----------------|-------------|
|                                     |                                 |           |      |                           | Virgin Paper |                | Recycled Paper |                | Alternative offering |             | Virgin Paper   |             | Alternative offering | Virgin Paper     |                |                |             |
|                                     |                                 |           |      |                           | Unit Price   | Extended Total | Unit Price     | Extended Total | Offering             | Unit Price  | Extended Total | Unit Price  | Extended Total       |                  | Unit Price     | Extended Total |             |
| Lot 1                               |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| Index Paper                         |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | Multipurpose 20#                |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 1                                   | 11" x 17"                       | Britewhit | Case | 100                       | \$ 39.50     | \$ 3,950.00    | \$ -           | \$ -           |                      | \$ -        | \$ 44.81       | \$ 4,481.18 | SP2MOPREPO           | \$ 38.09         | \$ 28.92       | \$ 2,892.00    |             |
|                                     | 2000 sheets/case                |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | Navigator                       |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 2                                   | Vellum Bristol 67# Cover        | Various   | Ream | 400                       | \$ 6.00      | \$ 2,400.00    | \$ -           | \$ -           |                      | \$ -        | \$ 10.16       | \$ 4,065.88 | WAU82321 BL          | \$ 8.64          | \$ 4.81        | \$ 1,844.00    |             |
|                                     | 8-1/2" x 11"                    | Colors    |      |                           |              |                |                |                |                      |             |                |             | WAU82331 YE          | \$ 7.79          |                |                |             |
|                                     | 250 sheets per ream             |           |      |                           |              |                |                |                |                      |             |                |             | WAU82351 GR          | \$ 8.64          |                |                |             |
| Lot 2                               |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| Astrobrights Colored Paper          |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 3                                   | Astrobrights, Text 60 #         |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | 8-1/2" x 11"                    | Various   | Case | 35                        | \$ -         | \$ 67.80       | \$ 2,373.00    | \$ -           |                      | \$ -        | \$ 101.05      | \$ 3,536.75 | WAU82321 BL          | \$ 8.64          | \$ 7.80        | \$ 275.10      |             |
|                                     | Smooth Finish                   | Colors    |      |                           |              |                |                |                |                      |             |                |             | WAU22651 CR          | \$ 8.59          |                |                |             |
|                                     | 500 sheets/ream 1,000 per case  |           |      |                           |              |                |                |                |                      |             |                |             | WAU22641 RG          | \$ 9.60          |                |                |             |
|                                     |                                 |           |      |                           |              |                |                |                |                      |             |                |             | WAU21031 PV          | \$ 9.12          |                |                |             |
| 4                                   | Astrobrights, Cover paper, 65 # |           |      |                           |              |                |                |                |                      |             |                |             | WAU22521 LV          | \$ 8.59          |                |                |             |
|                                     | 8-1/2" x 11"                    | Various   | Case | 50                        | \$ -         | \$ 53.76       | \$ 2,688.00    | \$ -           |                      | \$ -        | \$ 114.58      | \$ 5,729.00 | WAU82321 BL          | \$ 8.64          | \$ 32.22       | \$ 1,611.00    |             |
|                                     | Smooth Finish                   | Colors    |      |                           |              |                |                |                |                      |             |                |             | WAU22851 CR          | \$ 9.74          |                |                |             |
|                                     | 250 sheets/ream 1,000 per case  |           |      |                           |              |                |                |                |                      |             |                |             | WAU22751 RG          | \$ 12.11         |                |                |             |
|                                     |                                 |           |      |                           |              |                |                |                |                      |             |                |             | WAU22861 CR          | \$ 12.47         |                |                |             |
| Lot 3                               |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| Bond/Text/cover stock 96 brightness |                                 |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 5                                   | Cover Stock 80 Pound            | White     |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | 11" x 17"                       | Gloss     | Case | 10                        | \$ -         | \$ -           | \$ -           | mohawk         | \$ 64.84             | \$ 648.40   | \$ 80.24       | \$ 802.35   | 133283               | \$ 68.20         | Midland Papers | \$ 4.46        | \$ 44.60    |
|                                     | Futura                          |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 6                                   | Cover Stock 80 Pound            | White     |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | 8-1/2" x 11" 250 sheets ream    | Gloss     | Case | 10                        | \$ -         | \$ -           | \$ -           | mohawk         | \$ 60.82             | \$ 608.20   | \$ 40.82       | \$ 408.20   | 133282               | \$ 34.70         | Midland Papers | \$ 90.66       | \$ 906.60   |
|                                     | Futura                          |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 7                                   | Cover Stock 80 Pound            | White     |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | 12" x 18"                       | Gloss     | Case | 10                        | \$ -         | \$ -           | \$ -           | mohawk         | \$ 52.71             | \$ 527.10   | \$ 92.88       | \$ 928.80   | 133287               | \$ 78.95         | Midland Papers | \$ 37.01       | \$ 1,110.30 |
|                                     | Futura                          |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
| 8                                   | Cover Stock 80 Pound            | White     |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |
|                                     | 11" x 17"                       | Gloss     | Case | 20                        | \$ -         | \$ -           | \$ -           | mohawk         | \$ 60.83             | \$ 1,216.60 | \$ 80.24       | \$ 1,604.71 | 133283               | \$ 68.20         | Midland Papers | \$ 44.63       | \$ 446.30   |
|                                     | Futura                          |           |      |                           |              |                |                |                |                      |             |                |             |                      |                  |                |                |             |

Firm Name: \_\_\_\_\_  
 Page 1 of 2

Attachment "B"  
 Bid Schedule for  
 Washoe County School District Requirements

Washoe County ITB 2942-16  
 Printing Paper/Card Stock/Envelopes

| Bid Item No.                             | Description   | Color          | Unit | Estimated Annual Quantity | Unit Price | Extended Total | Unit Price | Extended Total | Offering | Unit Price | Extended Total | Unit Price | Extended Total |             |           |                 | Unit Price | Extended Total |
|--|---|----------------|------|---------------------------|------------|----------------|------------|----------------|----------|------------|----------------|------------|----------------|-------------|-----------|-----------------|------------|----------------|
| 9  | Text Stock 80 Pound<br>12" x 18"<br>Futura  | White<br>Gloss | Case | 4                         |            | \$ -           |            | \$ -           | mohawk   | \$56.18    | \$224.72       | \$49.47    | \$ 197.88      | 133262      | \$ 42.05  | Midland Papers  | \$ 37.01   | \$ 148.04      |
| Lot 4<br>NCR Reverse Sequence Precolated |   |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |
| 10                                       | Text Stock 80 Pound<br>8-1/2" x 11" 500 sheets per ream<br>Futura                                   | White<br>Gloss | ream | 80                        |            | \$ -           |            | \$ -           | mohawk   | \$8.61     | \$688.80       | \$22.00    | \$ 1,760.00    | 133252      | \$ 18.70  | Midland Papers  | \$ 15.85   | \$ 1,268.00    |
| 11                                       | 8-1/2" x 11" 2-Part, Canary CF,<br>White CB 5000 sheets   |                | Case | 80                        | \$ 116.80  | \$ 9,344.00    |            | \$ -           |          |            | \$ -           | \$137.53   | \$ 11,002.40   |             |           |                 | \$ 44.08   | \$ 3,526.40    |
| 12                                       | 8-1/2" x 11" 2-Part, PINK CF,<br>White CB 5000 sheets   |                | Case | 40                        | \$ 116.80  | \$ 4,672.00    |            | \$ -           |          |            | \$ -           | \$155.00   | \$ 6,200.00    | 5887N       | \$ 116.90 |                 | \$ 44.08   | \$ 1,763.20    |
| 13                                       | 8-1/2" x 11" 4-Part, Goldenrod CF,<br>Pink CFB, Canary CFB, White CB,<br>5000 sheets/case           |                | Case | 40                        | \$ 140.35  | \$ 5,614.00    |            | \$ -           |          |            | \$ -           | \$165.35   | \$ 6,614.00    | 5900N       | \$ 131.75 |                 | \$ 48.95   | \$ 1,958.00    |
| 14                                       | 8-1/2" x 11" 3-Part, Goldenrod<br>CF, Pink CFB, Canary CFB,<br>Green, White CB, 5000<br>sheets/case |                | Case | 20                        | \$ 144.30  | \$ 2,886.00    |            | \$ -           |          |            | \$ -           | \$134.71   | \$ 2,694.20    | 5915N       | \$ 140.55 |                 |            | \$ -           |
| Lot 5<br>Envelopes                       |   |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |
| 15                                       | Envelopes, #A-Z, 4 3/8 x 5 3/4<br>Invitation, 24#, Bright White<br>2500 per case                    | White          | Case | 30                        | \$ 115.85  | \$ 3,475.50    |            | \$ -           |          |            | \$ -           | \$94.61    | \$ 2,838.30    | A-2Annou24# | \$ 80.42  | Trade Envelopes | \$ 3.48    | \$ 104.40      |
|  |   |                |      |                           |            | \$ 32,341.50   |            | #####          |          |            | #####          |            | \$ 52,863.65   |             | \$ 931.08 |                 |            | incomplete     |
|  | Delivery Address:   |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |
|  | WCSD Printing Department  |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |
|  | 425 E. 9th Street   |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |
|  | Reno, NV 89512  |                |      |                           |            |                |            |                |          |            |                |            |                |             |           |                 |            |                |